

**COUNTY OF SAN DIEGO  
VOLUNTEER REPORT FORM  
PERIOD JULY 1, 2002 - JUNE 30, 2003**

COUNTY OF SAN DIEGO  
BOARD OF SUPERVISORS

2003 JUL 18 P 4:05

**1. DEPARTMENT/COURT INFORMATION:**

Department/Court: HHSA / Child Welfare Services

Division/Unit: Polinsky Children's Center

**2. VOLUNTEER PROGRAM BENEFITS:**

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	<u>307</u>	Hours	<u>9,186</u>	x	\$16.54	=	<u>\$151,936.44</u>
	(Avg. # per Yr.)		(766 average per mo)				

Types of work performed by GENERAL VOLUNTEERS in this category:

Individuals from the community provide specific services needed at PCC to enhance the programming, such as recreation, sports, arts & crafts, dance, music and drama.

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	_____	Hours	_____	x	\$ 16.54	=	_____
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

N/A

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

<u>Position</u>	<u>Hours</u>	<u>x</u>	<u>VCL</u>	<u>Dollar Benefit</u>
Junior Seau	1	x	\$ 250 an hr.	\$ 250
Roger Beckett (of Chargers)	3	x	\$ 250 an hr.	\$ 750
Celebrity Basketball game w/variety of professional football & basketball players, actors and singing artists.	3	x	10 player @ \$250/hr	\$ 7,500
<i>\$250/an hour obtained from Community Relations Department for Professional Ball players (Non-Profit)</i>				

No. Vol	<u>12</u>	Total Hours	<u>7</u>	Total Value	\$ <u>8,500</u>
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

Special educational / cultural enrichment and inspirational events are provided for the children and offered by professional sports players and celebrities. PCC Volunteer Coordinator and Recreational Therapist both recruit specialized volunteers to visit the Center to share stories, give autographs and to encourage the children to follow their dreams.

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a:	307 (avg. for the year)	9,186	\$ 151,936.44
2b:	NA		
2c:	12	7	\$ 8,500

TOTALS:	<u>319</u>	<u>9,193</u>	\$ <u>160,436.44</u>
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### 3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
Monetary	\$ 360	Checks	\$ 360
Apple I Book Laptop Computer for volunteer librarians	\$ 1,795.98	Computer for PCC Library	\$ 1,795.98

TOTAL VALUE \$ <u>2,155.98</u>
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### 4. VOLUNTEER PROGRAM COSTS:

a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

Hours 2,080 x Rate \$ 24.00 =

\$ <u>49,920.00</u>
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b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

Hours 2,080 x Rate \$ 13.25 =

\$ 27,560.00

- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

ITEM	COST
April Volunteer Recognition Brunch for <b>100</b> volunteer / guests (total amount was given to PCC Volunteer Program from * CAPF to sponsor this event	\$ 1,696.24
Miscellaneous Volunteer Recognition Supplies (Posters and Bookmarks for volunteer appreciation and recognition.)	\$ 313.72

**\*CAPF ( Child Abuse Prevention Foundation)**

TOTAL OF OTHER PROGRAM COSTS =

\$ 2,009.96

- d. TOTAL OF VOLUNTEER PROGRAM COST =  
(add 4a, 4b, and 4c)

\$ 79,489.96

**5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:**

- a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$ 160,436.44
- b. Total of Donations to Volunteer Program, Item 3 (Page 2) \$ 2,155.98
- ADD a + b \$ 162,592.42
- c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) \$ 79,489.96

TOTAL PROGRAM BENEFIT

\$ 83,102.46

**6. RECRUITING:**

Please describe your recruiting programs:

Target recruiting has proven very beneficial during the past fiscal year in obtaining volunteers to assist where the PCC needs exist: primarily the Teen Girls and Teen Boys Cottages. The Volunteer Coordinator has begun work on an Intergenerational Programs at PCC that will benefit both the children and the senior volunteers of the community as well.

**7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

1. Well-attended Volunteer Round Table Meetings have successfully developed into bi-monthly Steering Committee meetings – where a group of volunteers concentrate on making their time better utilized and by assisting staff at the same time as a TEAM (together everyone achieves more.)
2. Volunteers have been invited throughout the year to attend PATA (Polinsky Active Teaching Approach) 1/2 day trainings. This enables all volunteers to better understand how the PCC staff successfully interact with the children from ages 6-18.

## 8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2003-04:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

Introducing the Volunteer / Staff Resource Book in each PCC Cottage: These books will contain 1.) pertinent information and trainings offered for each particular age group; 2.) ALL ABOUT ME (a short biography of each volunteer so new volunteers as well as staff can get to know each other better; 3.) Volunteers interested in “Mentoring” new volunteers on campus; 4.) Updates on any PCC / Volunteer Policies and Procedures, P.A.T.A. and D.S.E.P. (Developmental Screening and Enhancement Program) trainings, etc.

**9. GENERAL INFORMATION:**

Name of Person Completing Report: Edward Cadena, Assistant Deputy Director

Phone Number:(858) 514-4601 Mail Stop\_078 E-Mail: [Ed.Cadena@sdcounty.ca.gov](mailto:Ed.Cadena@sdcounty.ca.gov)

Volunteer Coordinator: Jan Holcomb, Coordinator Volunteer and Public Services

Phone Number: (858) 514-4606 Mail Stop 078 E-Mail [Jan.Holcomb@sdcounty.ca.gov](mailto:Jan.Holcomb@sdcounty.ca.gov)

**10. ~~DEPARTMENT~~ CERTIFICATION:**

  
DEPARTMENT HEAD SIGNATURE

7-17-03  
DATE

Please return this report by Friday, July 18, 2003, to the Clerk of the Board Department:  
MS A-45; 1600 Pacific Highway # 402, San Diego, CA 92101; FAX (619) 685-2259.

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